

Integrated Organic Program

FY 2007 Request for Applications

APPLICATION DEADLINE: December 18, 2006

Program Code: 113

Program Code Name: Integrated Organic Program

****THIS PROGRAM REQUIRES ELECTRONIC SUBMISSION OF ALL
APPLICATIONS****



U.S. Department of Agriculture

Cooperative State Research, Education, and Extension Service

**COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE;
U.S. DEPARTMENT OF AGRICULTURE**

INTEGRATED ORGANIC PROGRAM

INITIAL ANNOUNCEMENT

CATALOG OF FEDERAL DOMESTIC ASSISTANCE: This program is listed in the Catalog of Federal Domestic Assistance under 10.303, Integrated Research, Education, and Extension Competitive Grants Program and under 10.307, Organic Agriculture Research and Extension Initiative.

DATES: All applications must be submitted via Grants.gov by close of business (COB) on December 18, 2006 (**5:00 p.m. Eastern Time**). Applications received after this deadline will normally not be considered for funding. Comments regarding this request for applications (RFA) are requested within six months from the issuance of this notice. Comments received after that date will be considered to the extent practicable.

STAKEHOLDER INPUT: The Cooperative State Research, Education, and Extension Service (CSREES) is requesting comments regarding this RFA from any interested party. These comments will be considered in the development of the next RFA for the program. Such comments will be used to meet the requirements of section 103(c)(2) of the Agricultural Research, Extension, and Education Reform Act of 1998 (7 U.S.C. 7613(c)(2)). This section requires the Secretary to solicit and consider input on a current RFA from persons who conduct or use agricultural research, education and extension for use in formulating future RFAs for competitive programs. Comments should be submitted as provided for in the DATES portion of this Notice.

Written stakeholder comments should be submitted by mail to: Policy, Oversight, and Funds Management Staff; Office of Extramural Programs; Cooperative State Research, Education, and Extension Service; USDA; STOP 2299; 1400 Independence Avenue, SW; Washington, DC 20250-2299; or via e-mail to: RFP-OEP@csrees.usda.gov. (This e-mail address is intended only for receiving comments regarding this RFA and not requesting information or forms.) In your comments, please state that you are responding to the Integrated Organic Program RFA.

EXECUTIVE SUMMARY: CSREES requests applications for the Integrated Organic Program for fiscal year (FY) 2007 to solve critical organic agriculture issues, priorities, or problems through the integration of research, education, and extension activities in two program areas: (1) Organic Transitions Program (ORG); and (2) Organic Agriculture Research and Extension Initiative (OREI). ORG funds the development and implementation of research, extension and higher education programs to improve the competitiveness of organic livestock and crop producers and processors who are adopting organic practices. OREI funds research and extension programs that enhance the ability of producers and processors who have already adopted organic standards to grow and market high quality organic agricultural products.

This notice identifies the objectives for Integrated Organic Program projects, the eligibility criteria for projects and applicants, and the application forms and associated instructions needed to apply via Grants.gov for an Integrated Organic Program grant. CSREES additionally requests stakeholder input from any interested party for use in the development of the next RFA for this program. CSREES anticipates the amount available for support of this program in FY 2007 will be approximately \$1.8 million for ORG and \$2.9 million for OREI.

Awarding of grants is contingent on the appropriation of funds for this purpose by the Congress of the United States of America.

*******Please Read*******

Important Information Regarding Integrated Organic Program Policies and Procedures

*******Please Read*******

Electronic Application Submission Required:

In FY 2007, the Integrated Organic Program will only accept electronic application submissions through Grants.gov. Be aware that additional time is required to complete the electronic application process. Applications must be submitted via Grants.gov by COB, **5:00 p.m. Eastern Time**, on the program deadline.

Information about the new forms and submission requirements can be found in Part IV. **Note that all attachments must be submitted in the portable document format (PDF).**

Please read the application and guidance instructions prior to filling out the grant application. Incomplete applications will delay the review process.

Helpful Information for Submission	Website Address
Information pertaining to the transition to electronic submission can be found at the CSREES website.	www.csrees.usda.gov/funding/electronic This page will be updated frequently and should be checked for program-specific help.
Applications should be submitted through the Grants.gov website.	Grants.gov
The CSREES GRANTS.GOV Application Guide provides guidance for completing the forms required by Grants.gov and CSREES. Used in conjunction with the RFA, this guide will assist applicants with most field-specific questions.	http://www.csrees.usda.gov/funding/grant_forms/electronic_app_guide.pdf Please check back on this document. It will be updated frequently.

If you have any questions related to preparing application content, contact:

Email: electronic@csrees.usda.gov

Phone: (202) 401-5048, Business hours are M-F, 7:00 am – 5 pm ET, excluding Federal holidays.

If you have any questions related to Grants.gov content, contact:

Email: support@grants.gov

Toll Free: 1 (800) 518-4726, Business hours are M-F, 7:00 am – 9 pm ET, excluding Federal holidays.

Required CRIS Data Search: The body of scientific information on organic agricultural systems is growing rapidly. Many of the research programs creating this information have been funded by the Integrated Organic Program over the last four years. This information is not mature enough to appear in refereed journals and often the results are only available through the annual CRIS reports that must be filed by each Project Director. Therefore, completion of a CRIS data search is **REQUIRED** for all proposals submitted to the Integrated Organic Program. There is also a requirement that a description of the search parameters used in conducting the CRIS data search be included in the proposal and labeled Appendix A. This will allow review panel members to ascertain whether a complete search had been accomplished. Applications that do not describe and report on the CRIS data search are not likely to be ranked high enough to receive funding.

Support of Long-Term Projects: Applicants who wish to be considered for funding as advanced, on-farm, long-term projects **MUST REQUEST 48 MONTHS OF FUNDING AND SPECIFICALLY STATE IN THE INTRODUCTION THAT THE PROPOSAL IS A LONG-TERM PROJECT.**

Support of Workshops and Symposia: In FY 2007, the Integrated Organic Program is requesting applications that propose to bring together successful research, education and extension teams with end-users of the information being generated. These activities can take the form of workshops or symposia but should be held in conjunction with meetings that are regularly attended by organic producers and processors.

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PART I—FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background

The Organic Transitions Program (ORG) is authorized by Section 406 of the Agricultural Research, Extension, and Education Reform Act of 1998 (AREERA) (7 U.S.C. 7626), which allows the Secretary of Agriculture to establish a competitive grants program that provides funding for integrated, multifunctional agricultural research, extension, and education activities. Subject to the availability of appropriations to carry out this program, the Secretary may award grants to colleges and universities (as defined by section 1404 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 (NARETPA) (7 U.S.C. 3103)) on a competitive basis for projects that address priorities in United States agriculture and involve integrated research, education, and extension activities, as determined by the Secretary in consultation with the National Agricultural Research, Extension, Education, and Economics Advisory Board (NAREEEAB).

Section 7206 of the Farm Security and Rural Investment Act of 2002 (FSRIA) amended section 406(b) of AREERA to add the 1994 Land-Grant Institutions as eligible to apply for grants under this authority.

The Organic Agriculture Research and Extension Initiative (OREI) is authorized by Section 7218 of the FSRIA, which amended Section 1672B of the Food, Agriculture, Conservation, and Trade Act of 1990 (7 U.S.C. 5925b) allowing the Secretary of Agriculture, in consultation with the NAREEEAB, to make competitive grants to support research and extension activities regarding organically grown and processed agricultural commodities for six purposes (see Part I, B.). The Secretary of Agriculture is authorized to make competitive grants, for periods not to exceed five years, to State agricultural experiment stations, all colleges and universities, other research institutions and organizations, Federal agencies, national laboratories, private organizations or corporations, and individuals, for research to further the programs of the Department of Agriculture.

B. Purpose and Priorities

The Integrated Organic Program seeks to solve critical organic agriculture issues, priorities, or problems through the integration of research, education, and extension activities in two program areas: (1) the Organic Transitions Program (ORG); and (2) the Organic Agriculture Research and Extension Initiative (OREI). Applicants need not designate the program area to which they are applying. As eligibility and objectives permit, each application will be considered for funding under each program area.

Organic Transitions Program (ORG)

The purpose of this program area is to fund the development and implementation of research, extension and higher education programs to improve the competitiveness of organic livestock and crop producers, as well as those who are adopting organic practices. Projects should plan to deliver applied production information to producers and students. Fieldwork must be done on

certified organic land or on land in transition to organic certification, as appropriate to project goals and objectives. Refer to the USDA National Organic Program (<http://www.ams.usda.gov/nop>) for organic production standards. Clinical trials investigating animal health issues need not be done in a certified organic setting. However, where animal management can play a pivotal role in the response of the animal to the proposed intervention (as might be the case when considering pasture-raised animals versus those in contained animal feeding operations (CAFO)), animals that have been raised under organic standards should be used in the trials.

Organic Agriculture Research & Extension Initiative (OREI)

The purpose of this program area is to fund research and extension programs that will enhance the ability of producers and processors who have already adopted organic standards to grow and market high quality organic agricultural products. These funds shall be allocated for high priority aspects of organic agricultural systems research and extension. Priority concerns include biological, physical, and social sciences, including economics.

The Integrated Organic Program strongly encourages applicants to develop partnerships that include collaboration with: (1) small- or mid-sized, accredited colleges and universities; and/or (2) 1890 Land-Grant Institutions, 1994 Land-Grant Institutions, Hispanic-serving institutions, and/or other institutions that serve high-risk, under-served, or hard-to-reach audiences or international partnerships, linkages, and exchanges that contribute to or solve critical organic agriculture issues, priorities, or problems in the United States.

The Integrated Organic Program is particularly interested in proposed projects that emphasize research and outreach that assist farmers and ranchers with whole farm planning and ecosystem integration. Projects should plan to deliver applied production information to producers. Fieldwork for both program areas must be done on certified organic land or on land in transition to organic certification, as appropriate to project goals and objectives. Refer to the USDA National Organic Program (<http://www.ams.usda.gov/nop>) for organic production standards.

Clinical trials investigating animal health issues need not be done in a certified organic setting. However, where animal management can play a pivotal role in the response of the animal to the proposed intervention (as might be the case when considering pasture-raised animals versus those in contained animal feeding operations (CAFO)), animals that have been raised under organic standards should be used in the trials.

Funding Priorities for FY 2007:

Applications are being solicited for the Integrated Organic Program under the following areas:

1. Evaluate the potential economic benefits from a production, marketing channel and/or sales revenue perspective to animal and crop producers and processors who use organic methods;

2. Explore international trade opportunities and marketing channel structure or performance issues for organically grown and processed agricultural commodities;
3. Conduct advanced on-farm research and development that emphasizes observation of, experimentation with, and innovation for working organic farms, including research relating to animal and crop production and marketing and to socioeconomic conditions;
4. Develop and improve programs to address pest and pest-related problems to strengthen the livestock and crop systems approach of organic agriculture, including the effects of soil biology, cover crops, crop rotations, and crop/livestock integration on crop and livestock health and productivity and animal nutrient programs;
5. Identify the relationship of applied organic fertility management to crop health and the resistance of crops to pests and diseases as well as on livestock health and nutrition; and
6. Develop and demonstrate education and information training systems designed as education tools for county Cooperative Extension personnel and other agricultural professionals who advise producers regarding organic practices. This could include sharing or developing information on a national or regional level regarding pest mitigation, soil fertility building, best organic cultural practices, production and risk budgeting and planning; best marketing practices; livestock management, and cataloguing animal health problems for various species and listing approved health care options and allowed medications. Applications that propose to bring end-users together with research, education and extension teams that have been funded by the Integrated Organic Program will be considered.

In addition, the Integrated Organic Program encourages projects that develop content suitable for delivery through eXtension (see <http://about.extension.org/>). This content is for end users, as opposed to staff development, and must align with the eXtension Implementation Plan. Funds may be used to contribute to existing Communities of Practice (COPs) or form new COPs that focus on organic production or processing.

PART II—AWARD INFORMATION

A. Available Funding

There is no commitment by USDA to fund any particular application or to make a specific number of awards. In FY 2007, CSREES anticipates that approximately \$1.8 million will be available to support the Organic Transitions program area and that approximately \$2.9 million will be available to support the Organic Agriculture Research and Extension Initiative. Both program areas will accept applications proposing project periods of up to four (4) years.

No minimum or maximum annual project budgets have been established for the Integrated Organic Program. However, with respect to Funding Priority #3 (see Part I, B.), CSREES intends to fund up to three long-term projects each year using continuation grants. A continuation grant is a grant instrument by which the Department agrees to support a specified level of effort for a predetermined project period with a statement of intention to provide additional support at a future date, provided that performance has been satisfactory, funds are available for this purpose, and continued support would be in the best interest of the Federal government and the public. While prohibited by law from extending grants beyond five years, if these three elements are met, CSREES plans to provide additional support to these long-term projects. CSREES is under no obligation to award a continuation grant and should CSREES decide to make such an award, the Authorized Departmental Officer (ADO) must make an affirmative decision to do so. Applicants wishing consideration as long-term projects should request initial funding periods of 48 months. Continuation funding can be requested during the third year of the project, but a full application that documents successes and impacts will be expected.

B. Types of Applications

In FY 2007, applications may be submitted to the Integrated Organic Program as one of the following types of requests:

(1) New application. This is a project application that has not been previously submitted to the Integrated Organic Program. All new applications will be reviewed competitively using the selection process and evaluation criteria described in Part V—Application Review Requirements.

(2) Resubmitted application. This is an application that had previously been submitted to the Integrated Organic Program but not funded. Resubmitted applications should include a section immediately following the Project Summary page that indicates the major recommendations of the previous panel and how the current application addresses those recommendations (See Part IV, B.10). This section **does not** count towards the 21-page limit for the Project Narrative. All applications will be reviewed competitively using the selection process and evaluation criteria described in Part V, Application Review Requirements. Resubmitted applications must be received by the relevant due dates, will be evaluated in competition with other pending applications in appropriate area to which they are assigned, and will be reviewed according to the same evaluation criteria as new applications.

C. Project Types

(a) **Integrated Project Proposals:** Integrated project applications may involve any combination of research, education, and extension activities, with the provision that every project must include at least two of the three stated components (i.e., research, education, and extension) required for integrated as defined in Part VIII, E.

(b) **Conference Proposals:** Meetings that bring together scientists and others, including end-users, to identify research, education, or extension needs, update information, or advance understanding of organic issues and problems. Conference awards are not expected to exceed \$50,000 including indirect costs, and are not renewable. These activities can take the form of workshops or symposia and should be held in conjunction with meetings that are regularly attended by organic producers and processors.

CSREES expects that applicants will consult with organic producers and/or processors before developing project applications. Producers and/or processors should play an important role in developing project goals and objectives; in implementing the experimental or extension plan; and in evaluating and disseminating project results and outcomes. Farmers and others with little training or experience in developing and implementing research and outreach projects should consult with appropriate specialists. These specialists might include university scientists and Extension personnel or production consultants with scientific training. Projects must involve work that is necessary, both in terms of stakeholder preferences and the magnitude of the problem. There is an expectation that a local and/or regional advisory panel will inform the program throughout its life, including the identification and prioritization of research, education and/or extension objectives. An outcome-oriented plan for disseminating information derived from project work must be an integral part of the project.

While it is desirable that extension materials be developed for organic systems, it has not been demonstrated that traditional extension methods suit the needs of organic producers and processors. Projects with the goal of developing extension information for organic agriculture should consider testing a number of delivery systems and methods as appropriate for the information. Applicants who wish to develop formal courses on organic agriculture should consider the possibility of packaging portions of the formal course into extension materials. Additionally, since it has not been demonstrated that traditional classroom instruction is appropriate for the delivery of information on organic agriculture, applicants should consider testing hypotheses to determine the most appropriate delivery method for formal coursework.

The following websites may serve as useful information resources in developing Integrated Organic Program applications:

- National Organic Program (<http://www.ams.usda.gov/nop/>);
- Organic Farming Research Foundation (<http://www.ofrf.org/scoar/overview.html>);
- National Organic Standards Board (<http://www.ams.usda.gov/nosb/index.htm>); and
- CSREES Organic Agriculture page <http://www.csrees.usda.gov/organicagriculture>.

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

For ORG, applications may be submitted by colleges and universities (as defined in Section 1404 of NARETPA) (7 U.S.C. 3103). For purposes of the ORG, the terms “college” and “university” mean an educational institution in any State that 1) admits as regular students only persons having a certificate of graduation, or the recognized equivalent of such a certificate, from a school providing secondary education; (2) is legally authorized within such State to provide a program of education beyond secondary education; (3) provides an educational program for which a bachelor’s degree or any other higher degree is awarded; (4) is a public or other nonprofit institution; and (5) is accredited by a nationally recognized accrediting agency or association. Applications also may be submitted by 1994 Land-Grant Institutions (as defined in Part VIII, E.). A research foundation maintained by a college or university is not eligible to receive an award under this program.

For OREI, applications may be submitted by State agricultural experiment stations, all colleges and universities, other research institutions and organizations, Federal agencies, national laboratories, private organizations or corporations, and individuals.

For both ORG and OREI, all award recipients may subcontract to organizations not eligible to apply provided such organizations are necessary for the conduct of the project.

B. Cost Sharing or Matching

If a grant provides a particular benefit to a specific agricultural commodity, the grant recipient is required to match the USDA funds awarded on a dollar-for-dollar basis from non-Federal sources with cash and/or in-kind contributions. (See Part IV, B., (f),(3) for details.)

CSREES may waive the matching funds requirement for a grant if CSREES determines that: (1) the results of the project, while of particular benefit to a specific agricultural commodity, are likely to be applicable to agricultural commodities generally; or (2) the project involves a minor commodity, the project deals with scientifically important research, and the grant recipient is unable to satisfy the matching funds requirement.

PART IV—APPLICATION AND SUBMISSION INFORMATION

A. Address to Request Application Package

Only electronic applications via Grants.gov may be submitted to CSREES in response to this RFA.

Electronic Application Package

Prior to preparing an application, it is suggested that the Project Director/Principal Investigator first contact their Authorized Organizational Representative (AOR) to determine if the organization is prepared to submit electronic applications through Grants.gov. If the organization is not prepared, the AOR should see http://www.grants.gov/applicants/get_registered.jsp for steps for preparing to submit applications through Grants.gov. Note, Grants.gov works only with Internet Explorer 5.01 or higher, Netscape Communicator 4.5-4.8, or Netscape 6.1, 6.2 or 7.

The steps to access application materials are as follows:

1. Download and install PureEdge Viewer, a small, free program that provides access to the grant application. See http://www.grants.gov/resources/download_software.jsp#pureedge.
2. You may access the electronic application package through the Integrated Organic Program Funding Opportunity page www.csrees.usda.gov/fo/integratedorganicprogramicgp.html, then select the live link associated with “Funding Opportunity Number” in the reference chart at the bottom of the page or access the electronic application package via Grants.gov, by going to <http://www.grants.gov>, click on the “Apply for Grants” heading on the left-hand side of page, click on “Step 1: [Download a Grant Application Package and Instructions](#),” enter the CFDA number 10.303 and click “Download Package.” From the search results, select “download” to access the instructions and application.

Contained within the grant opportunity are the application instructions “[CSREES Grants.gov Application Guide: A Guide for Preparation and Submission of CSREES Applications via Grants.gov](#).” This Guide contains an introduction and general Grants.gov instructions, information about how to use a Grant Application Package in Grants.gov, and instructions on how to complete the application forms. These instructions may be either downloaded from Grants.gov, from the CSREES Funding Opportunities website: <http://www.csrees.usda.gov/funding/electronic.html>, or through a link in this RFA.

Technical questions pertaining to the electronic submission process, including registration through Grants.gov, the PureEdge Viewer software required to download, complete, and submit electronic applications, or problems related to the Grants.gov website should be directed to Grants.gov staff. They can be reached by phone at 1-800-518-GRANTS (for immediate assistance) or via email at support@grants.gov.

Online resources to help potential applicants with the new electronic application package and submission requirements are available at <http://www.grants.gov>. Additional online resources are provided by CSREES to help applicants, including tips for preparing an electronic application

and electronic submission frequently asked questions at <http://www.csrees.usda.gov/funding/electronic>.

B. Content and Form of Application Submission

Electronic applications should be prepared according to the document entitled “[CSREES Grants.gov Application Guide: A Guide for Preparation and Submission of CSREES Applications via Grants.gov](#).” This guide is part of the corresponding electronic application package (see Part IV. A.). The following is **additional information** needed in order to prepare an application in response to this RFA. If there is discrepancy between the two documents, the information contained in this RFA is overriding.

1. Integrated Project Proposals

a. General

Use the CSREES Grants.gov Application Guide and the following guidelines to prepare an application. Proper preparation of an application will assist reviewers in evaluating the merits of each application in a systematic, consistent fashion:

(1) Attachment Format

CSREES will only accept attachments in the portable document format (PDF). See Part III of the CSREES Grants.gov Application Guide. PDF generating software can be obtained from the Grants.gov Customer Resources Web page (http://grants.gov/resources/download_software.jsp#pdf_conversion_programs).

SUBMITTED PROPOSALS THAT DO NOT MEET THESE REQUIREMENTS FOR PDF ATTACHMENTS WILL BE RETURNED WITHOUT REVIEW.

Submitted PDF documents must have one-inch margins and typed or word processed using no type smaller than 12 point regardless of line spacing. Number each page of the attachment sequentially. Please note any page limitations indicated in this RFA for a given attachment. Title each attachment in the document header and save each file with name listed below for each attachment.

(2) Grant Application Package

(a) “Competition ID” may not be auto-populated as the CSREES Grants.gov Application Guide indicates. Please leave this field blank.

(b) Required field “Application Filing Name” is for applicant and/or institutional use. There are no specific guidelines for this field. However, it must be completed and the applicant may enter a name or number they deem appropriate.

(3) In the process of submitting your proposal electronically, you will complete six or seven components of the SF 424 Research and Related (R&R) Application Package:

(a) R&R SF424 Cover Sheet

(b) R&R Other Project Information

(c) R&R Senior/Key Person Profile (Expanded)

- (d) R&R Personal Data
- (e) R&R Budget
- (f) R&R Subaward Budget Attachment (optional)
- (f) Supplemental Information

All forms must be submitted through Grants.gov.

b. SF 424 R&R Cover Sheet

Information related to the questions on this form is dealt with in detail in Part V, 2. of the CSREES Grants.gov Application Guide.

- (1) Field 5. Legal Name – Enter the legal name of the organization to which the award should be made.
- (2) Person to be contacted on matters involving this application – Enter the information for the contact person related to this application preferred by the institution. It is anticipated that the official program correspondence will be maintained with the AOR or PD depending on whether the topic is administrative or scientific.
- (3) Field 11. Descriptive Title of Applicant’s Project – The title should be a brief (**140-character-maximum including spaces**), clear, and specific designation of the proposed project.
- (4) Field 13. Proposed Project – Please select the start date of the project at least six months after the submission due date for the program. Choose the end date to correspond to the correct duration of the project.
- (5) Field 20. Pre-application – Do not fill out this portion of the form. The Integrated Organic Program is not accepting pre-applications in Fiscal Year 2007.

c. R&R Other Project Information

Information related to the questions on this form is provided in detail in Part V, 3. of the CSREES Grants.gov Application Guide.

- (1) Field 4a. Does this project have an actual or potential impact on the environment? – The majority of proposals submitted to the IOP can be considered to have an actual or potential impact on the environment. However, most proposed activity will fall into one of the following Department of Agriculture or CSREES categorical exclusions listed in the table below. Thus, it is anticipated that the majority of applicants submitting to the IOP will check “Yes” in response to the question in Field 4a.

Under 7 CFR Part 3407 (CSREES’ implementing regulation of the National Environmental Policy Act of 1969 (NEPA)), environmental data or documentation is required in order to assist CSREES in carrying out its responsibilities under NEPA, which includes determining whether the proposed activity requires the preparation of an

environmental assessment or an environmental impact statement, or whether such activity can be excluded from this requirement on the basis of several categories.

(2) Field 4b. If yes, please explain – Type “See Field 4d below.”

(3) Field 4c. If this project has actual or potential impact on the environment, has an exemption been authorized or an environmental assessment (EA) or environmental impact statement (EIS) been performed? – Check “Yes” if a categorical exclusion listed in the table below applies or if an EA or EIS has been performed. Attach a copy of the EA or EIS in Field 11. Other Attachments. Check “No” if the proposed activity does not fall into one of the categorical exclusions listed in the table below or if and EA or EIS has not been performed (may require completion of an EA or EIS). If “No” is checked, attach an explanation of the potential environmental impacts of the proposed activity in Field 11.

Other Attachments.

It is necessary for the applicant to advise CSREES whether the proposed activity falls into one of the following Department of Agriculture or CSREES categorical exclusions, or whether the activity does not fall into one of these exclusions (in which case the preparation of an environmental assessment or an environmental impact statement may be required).

(4) Field 4d. Use the table below to determine the exclusion of impact on the environment. Enter Exclusion Code in Field 4d. If a file is attached in “Field 11. Other Attachments,” enter “Please see attached” in Field 4c.

USDA CSREES NEPA Exclusion Codes Table

Exclusion Code	Description
<i>Department of Agriculture Categorical Exclusions (found at 7 CFR 1b.3 and restated at 7 CFR 3407.6(a)(1)(i) through (iv))</i>	
(a)(1)(i)	Policy development, planning, and implementation which are related to routine activities such as personnel, organizational changes, or similar administrative functions
(a)(1)(ii)	Activities that deal solely with the functions of programs, such as program budget proposals, disbursement, and transfer or reprogramming of funds
(a)(1)(iii)	Inventories, research activities, and studies such as resource inventories and routine data collection when such actions are clearly limited in context and intensity
(a)(1)(iv)	Educational and informational programs and activities
(a)(1)(v)	Civil and criminal law enforcement and investigative activities
(a)(1)(vi)	Activities that are advisory and consultative to other agencies and public and private entities, such as legal counseling and representation
(a)(1)(vii)	Activities related to trade representation and market development activities abroad
<i>CSREES Categorical Exclusions (found at 7 CFR 3407.6(a)(2)(i) through (ii))</i>	
The following categories of research programs or projects of limited size and magnitude or with only short-term effects on the environment:	
(a)(2)(i)(A)	Research conducted within any laboratory, greenhouse, or other contained facility where research practices and safeguards prevent environmental impacts
(a)(2)(i)(B)	Surveys, inventories, and similar studies that have limited context and minimal intensity in terms of changes in the environment
(a)(2)(i)(C)	Testing outside the laboratory, such as in small isolated field plots, which involves the routine use of familiar chemicals or biological materials
(a)(2)(ii)	Routine renovation, rehabilitation, or revitalization of physical facilities, including the acquisition and installation of equipment, where such activity is limited in scope and intensity

(5) Field 6. Project Summary/Abstract – **PDF Attachment**. The Project Summary is limited to **250 words**. Title the attachment as “Project Summary” in the document header and save file as “Project Summary”. The importance of a concise, informative Project Summary cannot be overemphasized.

(6) Field 7. Project Narrative (formerly Project Description) – **PDF Attachment**. Title the attachment as “Project Narrative” in the document header and save file as “Project Narrative”.

PLEASE NOTE: For Conference Proposals, the Project Narrative section may not exceed a total of 7 single- or double-spaced pages, including figures and tables. For integrated project proposals, the Project Narrative section may not exceed a total of 21 single- or double-spaced pages, including figures and tables. The Introduction may not exceed six pages, and the rest of the Project Narrative may not exceed 15 pages. **These page limitations apply regardless of whether figures or tables are included. All pages, including those with figures and tables, should be numbered sequentially. Applications exceeding the applicable page limitation may be returned without review. These maximums have been established to ensure fair and equitable competition.**

For integrated project proposals, the Project Narrative must include all of the following:

(a) Introduction. A clear statement of the long-term goal(s) and supporting objectives or research questions of the proposed project should be included. Summarize the body of knowledge or other past activities that substantiate the need for the proposed project. Describe ongoing or recently completed significant activities related to the proposed project including the work of key project personnel. Preliminary data/information pertinent to the proposed work should be included in this section. All works cited should be referenced (see (7), Bibliography & References Cited, below).

(b) Rationale and Significance. Concisely present the rationale behind the proposed research, extension, or education. The specific relationship of the project's objectives to one or more of the program priorities should be shown clearly. These purposes are described under Part I, B., Purpose and Priorities. Any novel ideas or contributions that the proposed project offers should also be discussed in this section.

(c) Approach. The activities proposed or problems being addressed must be clearly stated and the approaches being applied clearly described. Specifically, this section must include:

- A description of the activities proposed and the sequence in which the activities are to be performed;
- Methods to be used in carrying out the proposed project, including the feasibility of the methods;
- Expected outcomes;
- Means by which results will be analyzed, assessed, or interpreted;
- How results or products will be used;
- Pitfalls that may be encountered;
- Limitations to proposed procedures; and
- A full explanation of any materials, procedures, situations, or activities related to the project that may be hazardous to personnel, along with an outline or precautions to be exercised to avoid or mitigate the effects of such hazards.

(7) Field 8. Bibliography & References Cited – **PDF Attachment. No Page Limit.** Title the attachment as “Bibliography & References Cited” in the document header and save file as “Bibliography & References Cited”.

All work cited, including that of key personnel, should be referenced in this section of the application. All references to works cited should be complete, including titles and all co-authors, and should conform to an acceptable journal format. References should be listed in alphabetical order using the last name of the first author. (See the example provided Part III, 3.8. of the CSREES Grants.gov Application Guide.) References are not considered in the page-limitation for the Project Narrative.

(8) Field 9. Facilities & Other Resources – **PDF Attachment. No Page Limit.** Title the attachment as “Facilities & Other Resources” in the document header and save file as “Facilities & Other Resources”.

(9) Field 10. Equipment – **PDF Attachment. No Page Limit.** Title the attachment as “Equipment” in the document header and save file as “Equipment”.

In addition to describing available equipment, items of nonexpendable equipment necessary to conduct and successfully complete the proposed project should be listed in Field C. of the R&R Budget and described in the Budget Justification (Field K of the R&R Budget).

(10) Field 11. Other Attachments

(a) Response to Previous Review – **PDF Attachment. 1 Page Limit.** Title the attachment as “Response to Previous Review” in the document header and save file as “Response to Previous Review”.

This requirement only applies to “Resubmitted Applications” as described in Part II., B., Types of Applications. PDs must respond to the previous review panel summary on **no more than one page**, titled “RESPONSE TO PREVIOUS REVIEW.” If desired, additional comments may be included in the text of the Project Narrative, subject to the page limitations of that section.

b) Key Personnel - **PDF Attachment.** Clearly describe the roles and responsibilities of the PD, co-PD(s), and/or collaborator(s). Biographical sketches for key personnel should be attached in the R&R Senior/Key Person Profile.

(c) Collaborative Arrangements – **PDF Attachment. No Page Limit.** Title the attachment as “Collaborative Arrangements” in the document header and save file as “Collaborative Arrangements”.

If it will be necessary to enter into formal consulting or collaborative arrangements with others, such arrangements should be fully explained and justified. If the consultant(s) or collaborator(s) are known at the time of application, a vitae or resume

should be provided in the R&R Senior/Key Person Profile. In addition, evidence (e.g., letter of support) should be provided that the collaborators involved have agreed to render these services. The applicant also will be required to provide additional information on consultants and collaborators in the budget portion of the application.

(d) Appendices to Project Narrative – **PDF Attachment**. Title the attachment as “Appendices” in the document header and save file as “Appendices”.

Each Project Narrative is expected to be complete; however, additions to the Project Narrative (appendices) are allowed if they are directly germane to the proposed research and are strictly limited to a maximum of two of the following items in any combination:

- Reprints (papers that have been published in peer-reviewed journals); and
- Preprints (only manuscripts in press for a peer-reviewed journal will be accepted and must be accompanied by letters of acceptance from the publishing journals).

Preprints attached in support of the application should be single-spaced. Each preprint must be identified with the name of the submitting organization, the name(s) of the PD(s), and the title of the application. Information may not be appended to an application to circumvent page limitations prescribed for the Project Narrative. Extraneous materials will not be used during the peer review process.

d. R&R Senior/Key Person Profile

Information related to the questions on this form is dealt with in detail in Part V, 4. of the CSREES Grants.gov Application Guide. A Senior/Key Person Profile should be completed for the PD and each co-PD, senior associate, and other professional personnel.

(1) Attach Biographical Sketch Field – **PDF Attachment. Two page limit each (excluding publications listings)**. A biographical sketch (vitae) of the PD and each co-PD, senior associate, and other professional personnel should be included. Title the attachment as “Biographical Sketch” in the document header and save file as “Biographical Sketch”.

(2) Attach Current and Pending Support Field – **PDF Attachment. No Page Limit**. Title the attachment as “Current and Pending Support” in the document header and save file as “Current and Pending Support”.

All applications must contain a current and pending support list containing other current public or private support (including in-house support) to which personnel identified in the application have committed portions of their time, whether or not salary support for person(s) involved is included in the budget. Current and pending support information is now required only for personnel with PD or co-PD(s) indicated as Project Role on the R&R Senior/Key Person Profile. Please note that the project being proposed should be included in the pending section of the form. Total project time listed for each PD should not exceed 100% for concurrent projects.

e. R&R Personal Data

Information related to the questions on this form is dealt with in detail in Part V, 5. of the CSREES Grants.gov Application Guide.

f. R&R Budget

Information related to the questions on this form is dealt with in detail in Part V, 6. of the CSREES Grants.gov Application Guide.

(1) Field H. Indirect Costs – See Section D., Funding Restrictions, of this Part for indirect cost information.

(2) Field K. Budget Justification – **PDF Attachment. No Page Limit.** Title the attachment as “Budget Justification” in the document header and save file as “Budget Justification”.

All budget categories, with the exception of Indirect Costs, for which support is requested, must be individually listed (with costs) in the same order as the budget. If consulting, collaborative, or subcontractual arrangements are included in the application, these arrangements should be fully explained and justified. The rate of pay for any consultant must be included, if known at the time of application. Please include a cost breakdown for the consultant. Letters of consent or collaboration or other evidence should be provided to show that collaborators have agreed to participate. A proposed statement of work, vitae, and a budget for each arrangement involving the transfer of substantive programmatic work or the provision of financial assistance to a third party must be supplied. In multi-institutional applications, a budget and budget narrative must be included for each institution involved. The lead institution and each participating institution must be identified.

Please Note: Applicants are expected to include in their budget request sufficient funds for annual travel to Washington, D.C. to present the results and impacts of their program at a conference designated by the Program Director. It is anticipated that this conference will be held in conjunction with another meeting related to the goals of the Integrated Organic Program.

(3) Matching

For integrated projects, if an applicant concludes that matching funds are not required (as specified under Part III, B.), a justification should be included in the Budget Narrative. CSREES will consider this justification when ascertaining final matching requirements. CSREES retains the right to make final determinations regarding matching requirements.

For those integrated projects where matching funds are required (as specified under Part III, B.), **the R&R Budget (Federal and Non-Federal) must be utilized.** Applications should include written verification of commitments of matching support (including both cash and in-kind contributions) from third parties (non-federal sources). **PDF Attachment. No page limit.**

Written verification means:

For any third party cash contributions, a separate pledge agreement letter for each donation, signed by the authorized organizational representative of the donor organization and the applicant organization, which must include: (1) the name, address, and telephone number of the donor; (2) the name of the applicant organization; (3) the title of the project for which the donation is made; (4) the dollar amount of the cash donation; and (5) a statement that the donor will pay the cash contribution during the grant period.

If the grantee or recipient is providing in-kind contributions in the form of equipment, buildings, space or property then the grantee must provide supporting records that determine the accessed valuation of the in-kind contribution. Donated equipment, buildings, space or property should not exceed fair market value.

The sources and the amount of all matching support from outside the applicant organization should be summarized (see Part IV, D). Also, the grant recipient is entitled to only 19% or 20% of TFFA in indirect costs which may be claimed under the Federal portion of the award, as matching funds, or may be split between the two. The grant recipient cannot claim unrecovered indirect costs as matching funds.

The value of applicant contributions to the project shall be established in accordance with the applicable cost principles. Applicants should refer to OMB Circulars A-21, Cost Principles for Educational Institutions, A-87, Cost Principles for State, Local, and Tribal Governments, A-122, Cost Principles for Non-Profit Organizations, and the cost principles in the Federal Acquisition Regulation at 48 CFR 31.2 for further guidance and other requirements relating to matching and allowable costs.

g. Supplemental Information Form

Information related to the questions on this form is dealt with in detail in Part VI, 1. of the CSREES Grants.gov Application Guide.

(1) Field 1. Funding Opportunity –Ensure that Field 1 is pre-populated “Integrated Organic Program” under Funding Opportunity Name and “USDA-CSREES-ICGP-000247”.

(2) Field 2. Program to which you are applying. Enter the program code name “**Integrated Organic Program**” and the program code “**113**”.

(3) Field 8. Conflict of Interest List – **PDF Attachment. No Page Limit.** Title the attachment as “Conflict of Interest” in the document header and save file as “Conflict of Interest”. A Conflict of Interest List must be provided for all individuals who have submitted a Biographical Sketch in response to item (d)(1) of this section.

h. Application Modification Form - DO NOT USE

This form may not be used with an application to the IOP. If changes or additions need to be made to a submitted application, please contact the National Program Leader (see Part VII) for instructions.

2. Conference Applications

Potential applicants are strongly advised to consult the National Program Leader before preparing their conference application. **To submit a Conference application, follow the guidelines for Integrated Project Applications (Part IV, B., 1., above), noting the following differences:**

a. R&R Other Project Information Form

(1) Field 6. Project Summary/Abstract – **PDF Attachment**. Title the attachment as “Project Summary” in the document header and save file as “Project Summary”. State the objectives of the conference, symposium, or workshop, as well as the proposed location and probable inclusive date(s) of the conference.

(2) Field 7. Project Narrative (formerly Project Description) – **PDF Attachment**. Title the attachment as “Project Narrative” in the document header and save file as “Project Narrative”.

Describe the conference proposed, including:

- (a) A justification for the meeting;
- (b) Recent meetings on the same subject with dates and locations;
- (c) Names and organizational affiliations of the chair and other members of the organizing committee;
- (d) A proposed program (or agenda) for the conference, including a listing of scheduled participants and their institutional affiliations; and
- (e) The method of announcement or invitation that will be used.

b. R&R Senior/Key Person Profile

(1) Attach Biographical Sketch Field – **PDF Attachment**. Two page limit (including publications listings) per submitting PD(s). Title the attachment as “Biographical Sketch” in the document header and save file as “Biographical Sketch”.

Include a Biographical Sketch for submitting PD(s) with a brief listing of relevant publications.

c. R&R Budget

The budget for the conference may include an appropriate amount for transportation and subsistence costs for participants and for other conference-related costs. Conference awards are not expected to exceed \$50,000 including indirect costs and are not renewable. Include an itemized breakdown of all support requested in the Budget Justification (Field K. of the R&R Budget).

d. Supplemental Information Form

(1) Field 8. Conflict of Interest List – **PDF Attachment**. Title the attachment as “Conflict of Interest” in the document header and save file as “Conflict of Interest”. Include for submitting PD(s).

C. Submission Date and Time

Instructions for submitting an application are included in Part IV, Section 1.9 of the CSREES Grants.gov Application Guide and in Part IV of this RFA.

Applications must be received by Grants.gov by COB on December 18, 2006 (**5:00 p.m. Eastern Time**). Applications received after this deadline will normally not be considered for funding.

The receipt of all applications will be acknowledged by e-mail. Therefore, applicants are strongly encouraged to provide accurate e-mail addresses, where designated, on the SF-424 R&R Application for Federal Assistance.

If the AOR has not received a confirmation message from CSREES within 30 days of submission of the application, please contact the Program Contact identified in Part VII and request the proposal number assigned to the application. **Failure to do so may result in the application not being considered for funding by the peer review panel. Once the application has been assigned a CSREES proposal number, this number should be cited on all future correspondence.**

D. Funding Restrictions

CSREES has determined that grant funds awarded under this authority may not be used for the renovation or refurbishment of research, education, or extension space; the purchase or installation of fixed equipment in such space; or the planning, repair, rehabilitation, acquisition, or construction of buildings or facilities.

Section 709 of the FY 2006 Consolidated Appropriations Act (Public Law 108-447) limits indirect costs to 20 percent of the total Federal funds provided under each award. Therefore, when preparing budgets, applicants should limit their requests for recovery of indirect costs to the lesser of their institution’s official negotiated indirect cost rate or the equivalent of 20 percent of total Federal funds awarded. Another method of calculating the maximum allowable is 25 percent of the total direct costs. If the 2007 Appropriations Act contains a different indirect cost limitation, CSREES will contact each successful applicant to apply the correct rate prior to awarding a grant.

For the OREI program area, pursuant to Section 1462 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 (7 U.S.C. 3310), CSREES must limit the recovery of indirect costs to 19 percent of total Federal funds provided under the award. Therefore, the recovery of indirect costs on awards made by CSREES under this program area may not exceed

the lesser of the institution's official negotiated indirect cost rate or the equivalent of 19 percent of total Federal funds awarded.

All applicants should prepare their budgets based on the 20 percent indirect cost limitation described above for the ORG program area. CSREES will contact applicants whose projects are recommended for funding in the OREI program area, to apply the correct rate prior to awarding a grant.

E. Other Submission Requirements

The applicant should follow the submission requirements noted in the document entitled “A Guide for Preparation and Submission of CSREES Applications via Grants.gov.”

PART V—APPLICATION REVIEW REQUIREMENTS

A. General

Each application will be evaluated in a two-part process. First, each application will be screened to ensure that it meets the administrative requirements as set forth in this RFA. Second, applications that meet these requirements will be technically evaluated by a review panel.

Reviewers will be selected based upon training and experience in relevant scientific, extension, or education fields, taking into account the following factors: (a) The level of relevant formal scientific, technical education, or extension experience of the individual, as well as the extent to which an individual is engaged in relevant research, education, or extension activities; (b) the need to include as reviewers experts from various areas of specialization within relevant scientific, education, or extension fields; (c) the need to include as reviewers other experts (e.g., producers, range or forest managers/operators, and consumers) who can assess relevance of the applications to targeted audiences and to program needs; (d) the need to include as reviewers experts from a variety of organizational types (e.g., colleges, universities, industry, state and Federal agencies, private profit and non-profit organizations) and geographic locations; (e) the need to maintain a balanced composition of reviewers with regard to minority and female representation and an equitable age distribution; and (f) the need to include reviewers who can judge the effective usefulness to producers and the general public of each application.

B. Evaluation Criteria

The evaluation criteria below will be used in reviewing applications submitted in response to this RFA:

1. Proposal Relevance (50 points):

- (a)** Documented need (15 points). Application includes documentation substantiating that project is directed to current and likely future potential problems/challenges in organic agriculture;
- (b)** Stakeholder involvement (10 points). Application includes information on how stakeholders were selected and how their input was solicited and incorporated. There is an expectation that a local and/or regional advisory panel will inform the program throughout its life;
- (c)** Outreach plan (10 points). Application includes a detailed outreach plan that includes deliverables and a description of how impacts will be measured;
- (d)** Potential for project to contribute to long-term profitability and sustainability of organic production or marketing systems (10 points); and
- (e)** Potential for project to make a difference (5 points). Importance of the commodity or production system or importance of marketing constraints and resulting impacts on the production system.

2. Proposal Quality (50 points):

- (a) Conceptual adequacy (10 points). For Integrated Proposals: application clearly states objectives which are potentially attainable within project time, scope and budget. For Conference Proposals: Relevance of the Proposed Conference to Agriculture and Food Systems in the U.S. and Appropriateness of the Conference in Fostering Scientific Exchange;
- (b) Design (15 points). The application's methodology and analytical approach are appropriate to project objectives;
- (c) Involvement of appropriate, relevant expertise, (5 points);
- (d) For Integrated Proposals: experience of key project personnel. For Conference Proposals: qualifications of organizing committee, appropriateness of invited speakers to topic areas being covered (5 points);
- (e) Appropriateness of budget (5 points);
- (f) Feasibility, probability of success (5 points); and
- (g) Adherence to guidelines (5 points).

C. Conflicts of Interest and Confidentiality

During the peer evaluation process, extreme care will be taken to prevent any actual or perceived conflicts of interest that may impact review or evaluation. For the purpose of determining conflicts of interest, the academic and administrative autonomy of an institution shall be determined by reference to the current Higher Education Directory, published by Higher Education Publications, Inc., 6400 Arlington Boulevard, Suite 648, Falls Church, Virginia 22042. Phone: (703) 532-2300. Web site: <http://www.hepinc.com>.

Names of submitting institutions and individuals, as well as application content and peer evaluations, will be kept confidential, except to those involved in the review process, to the extent permitted by law. In addition, the identities of peer reviewers will remain confidential throughout the entire review process. Therefore, the names of the reviewers will not be released to applicants. At the end of the fiscal year, names of panelists will be made available in such a way that the panelists cannot be identified with the review of any particular application.

D. Organizational Management Information

Specific management information relating to an applicant shall be submitted on a one time basis, with updates on an as needed basis, as part of the responsibility determination prior to the award of a grant identified under this RFA, if such information has not been provided previously under this or another CSREES program. CSREES will provide copies of forms recommended for use in fulfilling these requirements as part of the preaward process. Although an applicant may be eligible based on its status as one of these entities, there are factors which may exclude an

applicant from receiving Federal financial and nonfinancial assistance and benefits under this program (e.g., debarment or suspension of an individual involved or a determination that an applicant is not responsible based on submitted organizational management information).

PART VI—AWARD ADMINISTRATION

A. General

Within the limit of funds available for such purpose, the awarding official of CSREES shall make grants to those responsible, eligible applicants whose applications are judged most meritorious under the procedures set forth in this RFA. The date specified by the awarding official of CSREES as the effective date of the grant shall be no later than September 30 of the Federal fiscal year in which the project is approved for support and funds are appropriated for such purpose, unless otherwise permitted by law. It should be noted that the project need not be initiated on the grant effective date, but as soon thereafter as practical so that project goals may be attained within the funded project period. All funds granted by CSREES under this RFA shall be expended solely for the purpose for which the funds are granted in accordance with the approved application and budget, the regulations, the terms and conditions of the award, the applicable Federal cost principles, and the Department's assistance regulations (parts 3015 and 3019 of 7 CFR).

B. Award Notice

The award document will provide pertinent instructions and information including, at a minimum, the following:

- (1) Legal name and address of performing organization or institution to whom the Administrator has issued an award under the terms of this request for applications;
- (2) Title of project;
- (3) Name(s) and institution(s) of PDs chosen to direct and control approved activities;
- (4) Identifying award number assigned by the Department;
- (5) Project period, specifying the amount of time the Department intends to support the project without requiring recompetition for funds;
- (6) Total amount of Departmental financial assistance approved by the Administrator during the project period;
- (7) Legal authority(ies) under which the award is issued;
- (8) Appropriate Catalog of Federal Domestic Assistance (CFDA) number;
- (9) Applicable award terms and conditions (see <http://www.csrees.usda.gov/business/awards/awardterms.html> to view CSREES award terms and conditions);

(10) Approved budget plan for categorizing allocable project funds to accomplish the stated purpose of the award; and

(11) Other information or provisions deemed necessary by CSREES to carry out its respective awarding activities or to accomplish the purpose of a particular award.

C. Administrative and National Policy Requirements

Several Federal statutes and regulations apply to grant applications considered for review and to project grants awarded under this program. These include, but are not limited to:

7 CFR Part 1, subpart A—USDA implementation of the Freedom of Information Act.

7 CFR Part 3—USDA implementation of OMB Circular No. A-129 regarding debt collection.

7 CFR Part 15, subpart A—USDA implementation of Title VI of the Civil Rights Act of 1964, as amended.

7 CFR Part 331 and 9 CFR Part 121—USDA implementation of the Agricultural Bioterrorism Protection Act of 2002.

7 CFR Part 3015—USDA Uniform Federal Assistance Regulations, implementing OMB directives (i.e. OMB Circular Nos. A-21 and A-122 now codified at 2 CFR Parts 220 and 230)) and incorporating provisions of 31 U.S.C. 6301-6308 (formerly the Federal Grant and Cooperative Agreement Act of 1977, Pub. L. No. 95-224), as well as general policy requirements applicable to recipients of Departmental financial assistance.

7 CFR Part 3017—USDA implementation of Governmentwide Debarment and Suspension (Nonprocurement) and Governmentwide Requirements for Drug Free Workplace (Grants).

7 CFR Part 3018—USDA implementation of Restrictions on Lobbying. Imposes prohibitions and requirements for disclosure and certification related to lobbying on recipients of Federal contracts, grants, cooperative agreements, and loans.

7 CFR Part 3019—USDA implementation of OMB Circular A-110, Uniform Administrative Requirements for Grants and Other Agreements With Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations.

7 CFR Part 3052—USDA implementation of OMB Circular No. A-133, Audits of States, Local Governments, and Non profit Organizations.

7 CFR Part 3407—CSREES procedures to implement the National Environmental Policy Act of 1969, as amended.

29 U.S.C. 794 (section 504, Rehabilitation Act of 1973) and 7 CFR Part 15b (USDA implementation of statute) —prohibiting discrimination based upon physical or mental handicap in Federally assisted programs.

35 U.S.C. 200 et seq. —Bayh Dole Act, controlling allocation of rights to inventions made by employees of small business firms and domestic nonprofit organizations, including universities, in Federally assisted programs (implementing regulations are contained in 37 CFR Part 401).

D. Expected Program Outputs and Reporting Requirements

Grantees must submit annual progress reports to CSREES that detail progress toward achieving goals and objectives of the project and a final performance report that includes a brief project impact statement written in lay language. These reports should be succinct and no longer than five (5) pages, single-spaced, using 12-point font. They should include the following information about the project: (1) basic information (i.e., project title, name(s) of PD(s), award number, and reporting period); (2) a description of the stakeholder needs identified, problems addressed, and results of the project (including publications); (3) plans for the upcoming year; and (4) a description of subaward activity, including the process used to select recipients. Any students who work on a project should be listed in the project reports (i.e., report graduate degrees awarded and undergraduates trained, as applicable). A budget summary should be attached to each report to provide an overview of all monies spent during the reporting period.

Grantees also are required to submit annual and summary progress reports via CSREES' Current Research Information System (CRIS) <http://cwf/ivm.edu/cris>. CRIS is an electronic, Web-based inventory system that facilitates both grantee submissions of project outcomes and public access to information on Federally-funded projects.

PART VII—AGENCY CONTACT

Applicants and other interested parties are encouraged to contact:

Tom Bewick; National Program Leader; Plant and Animal Systems Unit; Cooperative State Research, Education, and Extension Service; USDA; STOP 2220; 1400 Independence Ave., SW; Washington, DC 20250-2220; Telephone: (202) 401-3356; Fax: (202) 401- 4888; E-mail: tbewick@csrees.usda.gov.

PART VIII—OTHER INFORMATION

A. Access to Review Information

Copies of reviews, not including the identity of reviewers, and a summary of the panel comments will be sent to the applicant PD after the review process has been completed.

B. Use of Funds; Changes

1. Delegation of Fiscal Responsibility

Unless the terms and conditions of the award state otherwise, the awardee may not in whole or in part delegate or transfer to another person, institution, or organization the responsibility for use or expenditure of award funds.

2. Changes in Project Plans

a. The permissible changes by the awardee, PD(s), or other key project personnel in the approved project shall be limited to changes in methodology, techniques, or other similar aspects of the project to expedite achievement of the project's approved goals. If the awardee or the PD(s) is uncertain as to whether a change complies with this provision, the question must be referred to the ADO for a final determination. The ADO is the signatory of the award document, not the program contact.

b. Changes in approved goals or objectives shall be requested by the awardee and approved in writing by the ADO prior to effecting such changes. In no event shall requests for such changes be approved which are outside the scope of the original approved project.

c. Changes in approved project leadership or the replacement or reassignment of other key project personnel shall be requested by the awardee and approved in writing by the ADO prior to effecting such changes.

d. Transfers of actual performance of the substantive programmatic work in whole or in part and provisions for payment of funds, whether or not Federal funds are involved, shall be requested by the awardee and approved in writing by the ADO prior to effecting such transfers, unless prescribed otherwise in the terms and conditions of the award.

e. The project period may be extended by CSREES without additional financial support, for such additional period(s) as the ADO determines may be necessary to complete or fulfill the purposes of an approved project, but in no case shall the total project period exceed five years. Any extension of time shall be conditioned upon prior request by the awardee and approval in writing by the ADO, unless prescribed otherwise in the terms and conditions of award.

f. Changes in Approved Budget: Unless stated otherwise in the terms and conditions of award, changes in an approved budget must be requested by the awardee and approved in writing by the ADO prior to instituting such changes if the revision will involve transfers or expenditures of

amounts requiring prior approval as set forth in the applicable Federal cost principles, Departmental regulations, or award.

C. Confidential Aspects of Applications and Awards

When an application results in an award, it becomes a part of the record of CSREES transactions, available to the public upon specific request. Information that the Secretary determines to be of a confidential, privileged, or proprietary nature will be held in confidence to the extent permitted by law. Therefore, any information that the applicant wishes to have considered as confidential, privileged, or proprietary should be clearly marked within the application. The original copy of an application that does not result in an award will be retained by the Agency for a period of three years. Other copies will be destroyed. Such an application will be released only with the consent of the applicant or to the extent required by law. An application may be withdrawn at any time prior to the final action thereon.

D. Regulatory Information

For the reasons set forth in the final Rule related Notice to 7 CFR part 3015, subpart V (48 FR 29114, June 24, 1983), this program is excluded from the scope of the Executive Order 12372 which requires intergovernmental consultation with State and local officials. Under the provisions of the Paperwork Reduction Act of 1995 (44 U.S.C. chapter 35), the collection of information requirements contained in this Notice have been approved under OMB Document No. 0524-0039.

E. Definitions

1890 Land-Grant Institution means one of those institutions eligible to receive funds under the Act of August 30, 1890 (26 Stat. 419, chapter 841, 7 U.S.C. 321 et seq.) including Tuskegee University and West Virginia State University.

1994 Land-Grant Institution means one of those institutions as defined in 532 of the Equity in Land-Grant Education Land-Grant Act of 1994 (7 U.S.C. 301 note) as amended. These institutions are commonly referred to as Tribal Colleges or Tribal Universities.

Administrator means the Administrator of the Cooperative State Research, Education, and Extension Service (CSREES) and any other officer or employee of the Department to whom the authority involved may be delegated.

Authorized Departmental Officer means the Secretary or any employee of the Department who has the authority to issue or modify grant instruments on behalf of the Secretary.

Authorized Organizational Representative means the President or Chief Executive Officer of the applicant organization or the official, designated by the President or Chief Executive Officer of the applicant organization, who has the authority to commit the resources of the organization.

Budget period means the interval of time (usually 12 months) into which the project period is divided for budgetary and reporting purposes.

Cash contributions means the applicant's cash outlay, including the outlay of money contributed to the applicant by non-Federal third parties.

Department or USDA means the United States Department of Agriculture.

Education activity means formal classroom instruction, laboratory instruction, and practicum experience in the food and agricultural sciences and other related matters such as faculty development, student recruitment and services, curriculum development, instructional materials and equipment, and innovative teaching methodologies.

Extension activity means an act or process that delivers science-based knowledge and informal educational programs to people, enabling them to make practical decisions.

Grant means the award by the Authorized Departmental Officer of funds to an eligible recipient for the purpose of conducting the identified project.

Grantee means an organization designated in the award document as the responsible legal entity to which a grant is awarded.

Hispanic-serving Institution means an institution of higher education that: (1) is an eligible "college" or "university" (as defined in Part III, A.); (2) at the time of application, has an enrollment of undergraduate full-time equivalent students that is at least 25 percent Hispanic students; and (3) provides assurances that not less than 50 percent of the institution's Hispanic students are low-income individuals.

Integrated means to bring the three components of the agricultural knowledge system (research, education, and Extension) together around a problem area or activity.

Matching means that portion of allowable project costs not borne by the Federal Government, including the value of in-kind contributions.

Peer review means an evaluation of a proposed project for scientific or technical quality and relevance performed by experts with the scientific knowledge and technical skills to conduct the proposed work or to give expert advice on the merits of a proposal.

Project director or PD means the single individual designated by the grantee in the grant application and approved by the Authorized Departmental Officer who is responsible for the direction and management of the project, also known as the principal investigator for research activities.

Prior approval means written approval evidencing prior consent by an Authorized Departmental Officer as defined above.

Project means the particular activity within the scope of the program supported by an award.

Project period means the total length of time, as stated in the award document and modifications thereto, if any, during which Federal sponsorship begins and ends.

Research activity means a scientific investigation or inquiry that results in the generation of knowledge.

Secretary means the Secretary of Agriculture and any other officer or employee of the Department to whom the authority involved may be delegated.

Third party in-kind contributions means non-cash contributions of property or services provided by non-Federal third parties, including real property, equipment, supplies and other expendable property, directly benefiting and specifically identifiable to a funded project or program.

F. CSREES' Grants.gov Implementation Plans

CSREES is continuing to develop its capacity to exchange proposal and grant data electronically with its grantees through Grants.gov and to process, review, and award proposals and grants electronically.

In Fiscal Year (FY) 2006, CSREES offered an electronic application option for select grant programs and partnered with five institutions to use Grants.gov to apply. CSREES utilized the SF-424 R&S (Research and Related) forms package (see 70 FR 9656, published in the Federal Register on February 28, 2005) along with CSREES Agency-related forms and instructions to receive the electronic applications. These pilot activities were successful and provided lessons for applicants and CSREES.

As a result, for the FY 2007 (October 1, 2006 – September 30, 2007) cycle, CSREES is requiring electronic submission through Grants.gov for some programs while providing a Grants.gov option for others. Please visit <http://www.csrees.usda.gov/funding/fy07changes.html> for information about FY 2007 submission requirements by program. For more information about CSREES' Grants.gov plans, including important announcements, program implementation, and detailed requirements, see the CSREES web site, http://www.csrees.usda.gov/business/other_links/egov/egov.html. The information on these web sites will be updated as appropriate. It is suggested that the sites be visited periodically for important updates.

G. DUNS Number

A Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of over 70 million businesses worldwide. A Federal Register notice of final policy issuance (68 FR 38402) requires a DUNS number in every application (i.e., hard copy and electronic) for a grant or cooperative agreement (except applications from individuals) submitted on or after October 1, 2003. Therefore, potential applicants should verify that they have a DUNS number or take the steps needed to obtain one. For information about how to obtain a DUNS number go to <http://www.grants.gov/RequestaDUNS>. Please note that the registration may take up to 14 business days to complete.